

BRIDGEPORT LIBRARY

Burroughs-Saden/Public Services
 February 2023 Monthly Report
 Submitted by: Tanarha Smith-Dixon, Branch Manager

03/04/2024

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|------------------------|--|--|
| Service Statistics | New library cards: 79 TOTAL(56 A, 9 YA, 14 J) Questions answered: 2,260 (761 Ref, 743 Other, 356 Technical Assistant, 42 Notary) Number of visitors: 5421 Number of interlibrary loans (in/out): 104/651 | |
| Collection Statistics | Adult: 228,367 Teen: 6,060 Children: 62,888 Hotspots: 47 | A&V materials: 25,129 Magazines & Newspapers: 3,996 TOTAL: 322,581 (350 added and 877 withdrawn in January) |
| Circulation Statistics | Adult: 802 Teen: 163 Children: 1314 | A&V materials: 348 Magazines & Newspapers: 3 Hot spots: 4 Cultural passes: 3 In-house: 671 Grand totals: 3308 |
| Public Internet Usage | Users for the month: 1205 WIFI use: 659 | |

BRIDGEPORT LIBRARY

ADULT SERVICES

RandR:

Professional development:

Adam Cleri:

- Researched Bridgeport history for podcast & newsletter
- Visit Beardsley Branch: introduced LAIII/Digital Navigator Andre O'Connor to the podcast technology. Shot a podcast with Andre O. about "Wicked Bridgeport" by: Michael Bielawa
- Scheduled room booking for multiple organizations
- Worked on the newsletter with Librarian Jeff Coutts.
- Prepared for National Voter Registration
- Performed and Completed microfilm research for patrons
- Reached out to potential partner: Our Trans Life

Jeff Coutts:

- Started doing the scheduling for the Adult Service department.
- Continued to make carts for both fiction and non-fiction for Baker and Taylor, and created DVD carts through Midwest Tape.
- Hosted the virtual event: Black Caesars and Foxy Cleopatras: A History of Blaxploitation Cinema with author Odie Henderson on February 21st. There were 9 attendees for the event. A copy of the book was also given away to a participant.
- Attended the customer service training given by the City on February 1st.
- Continued working with potential new database, Kanopy, to obtain and extend a free trial.

Katherine Mozier-Tichy:

- Attended a webinar on Adult Programming
- Hosted a program "Black History in CT".
- Coordinated Mercy Learning Center (MLC) visit to the library in April.
- Created a presentation on library services for MLC.
- Learned and explored the back end of Overdrive.
- Scheduled Klein event, Kimberly Wilson "One Woman Show: A Journey: June 2024.
- Researched organizations for community partnerships.

Andre O'Connor: Library Assistant III/Digital Navigator

Digital navigator (56 total)

- 3 virtual one on one classes
- 5 new devices for participants (tablet)
- 24 in person one on one tech help 8+24+
- 15 lessons
- 9 tech/ fixing devices

Computer classes

- Average about 4-5 patrons each class

Notary: Helped 5 patrons

Passport: Assisted 2 families

Ongoing Programs:

- Adult game night
- Adult Computer Classes

Collections:

- Branch Manager Tanarha Smith-Dixon, and Librarian III Vivian Bordeaux performed a massive weed of the reference books, and the ready reference book collection on the 2nd floor.

BHC:

Michael Hawkins is re-training for basic BHC reference duties.

Jaime Pettit is preparing a basic preservation grant for the National Film Preservation Foundation.

Elizabeth Van Tuyl attended a webinar from the NEDCC on digital preservation.

Programming

Memoir Writing Workshop: cancelled this month due to instructor illness; make up session plus regularly scheduled sessions will take place March/April

Highlights

- Van Tuyl and Pettit attended two meetings for the MTMS project. The History Center was selected as a participant in the "My Town, My Story" project. The project is a joint effort b/w the Connecticut Digital Archive (CTDA) and CT Humanities. The BHC will be working with doctoral candidate Kenia Rodriguez and the CTDA staff to find innovative ways to collect materials from community groups and individuals for preservation and presentation.
- BHC launched an Instagram account and has received positive responses for its posts.
- Pettit presented a weekly theme appropriate Instagram posts for Black History month, highlight BHC holdings.
- Van Tuyl planned for a visit from National Portrait Gallery staff re. the transfer of presidential portraits by artist George Burroughs Torrey.
- Commenced correction/additions to current online sources such as finding aids and collection guides.
- Continued cataloging work in BHC's collections management software.
- Communicated several times with CTDA staff in preparation to ingest large number of items into CTDA.
- Management and planning for the BHC's storage area continued. There is an on going need to buy and implement supplemental shelving as a work around to inadequate storage in the stacks and cages, but there are limitations.
- Continued selected deaccession activities, including transferring Greek iron age vessel to Barnum Museum for use as instruction too.
- Archival staff assisted on IS desk.
- Univ. of Illinois, Urbana Champagne MLIS student and intern Adrian Nordgren has performed very well in conducting a doll collection survey for the BHC and is uncovering valuable information on the collection items. The work continues.
- Third year Yale Univ. doctoral candidate Amanda Rivera continued her work interviewing members of Bridgeport's Puerto Rican community about bi-lingual

education, especially in the 1970s. BHC is providing equipment and also garnering the interviews from her research for the permanent collection.

Successes/Concerns:

- After several weeks experiencing problems with the air in BHC, there seems to be a normalization of the atmosphere. The temperature remains problematic.

YOUTH SERVICES

Programming:

- Take Your Child to the Library Day was on Saturday, February 3rd. We had giveaway bags, crafts, and some passive games. 35 children came in to participate in various activities.
- Black History Month Storytime & Craft was on Wednesday, February 7th. We had 5 children and 3 adults attend.
- Black History Month drop-in crafts
 - February, 10th - 17 children
 - February 17th - 30 children
 - February 24th - 15 children
- Valentine Storytime & Cupcake Decorating was on Saturday, February 17th. We had 38 children & 23 adults attend.
- Leap Day Storytime & Time Capsule Craft was on Wednesday, February 28th. We had 3 children and 2 adults attend.
- **Little Learners** (no Little Learners on February 13th because library was closed due to inclement weather)
 - February 6th (7 children, 4 adults)
 - February 20th (3 children, 3 adults)
 - February 27th (5 children, 3 adults)
- **Monday Crafternoons** (no Monday Crafternoon on February 19th because of Presidents' Day holiday)
 - February 5th (4 children, 3 adults)
 - February 12th (3 children, 2 adults)
 - February 26th (5 children, 4 adults)
- **Lego Club**
 - February 1st (9 children, 5 adults)
 - February 8th (12 children, 7 adults)
 - February 15th (10 children, 6 adults)
 - February 22nd (11 children, 7 adults)
 - February 29th (6 children, 4 adults)

Outreach:

- Kate, and Jawon visited the Bridgeport Military Academy on Friday, February 9th. They spoke with multiple classes, sharing the various services we offer to teens.

Displays:

- Created book displays for Black History Month, Take Your Child to the Library Day, Presidents' Day, and Valentine's Day.

- The bulletin board theme was *Get Your Mitts on a Good Book!* and features pictures of some of our favorite characters.

Collection Development:

- We are currently working on weeding science experiment books as many of them are quite old, and it does not seem to be an in-demand topic any longer.
- We also shifted our summer reading collection and changed the signage in hopes of increasing the circulation of these items.

Continuing Education:

- Kristin and Kate attended the Connecticut Library Association's Children's Sectional meeting. It was a valuable meeting covering the following topics: advancements in Lego educational technology; a DCYF Q&A about supervised visitation in the library; the reclassification of the 200's section; partnerships between public & school libraries; and enhancing tween & teen services.

Passports:

- Taslima, Joy, and Andre completed 18 passport applications during the month of February.

Successes/Concerns:

- Burroughs recently added two more people who can process passport applications - this has taken a huge weight off of youth services as it took up a relatively large part of Taslima's time.
- In a case of a success and concern at once, we have noticed a definite surge in visitors to the children's department on Saturdays, which is truly wonderful! Our concern is that until now, Taslima required every Thursday off, so she worked every Saturday, which meant we have been relatively lucky to have three people on every Saturday. However, her schedule changed in February and - as is only fair - she will move into a regular Saturday rotation, like the rest of our staff. While this has solved some of our staffing issues on Thursday, unfortunately, this means we have only two people on every other Saturday and we have seen an even greater surge in patrons than originally expected. An additional dedicated staff member in Youth Service, even if only part-time, would certainly help!

February 2024, Adult Program/Meeting Room Information

| DATE | Count | COMMUNITY PROGRAM | LIBRARY PROGRAMS | NOTES |
|--------------|------------|---|--|-------|
| 02/03/24 | 8 | 3rd floor, Victory Productions | | |
| 02/07/24 | 28 | 100 Girls Leading | | |
| 02/07/24 | 2 | | Adult Game Night | |
| 02/07/24 | 3 | | 3 rd floor, Computer Class BPT Library | |
| 02/08/24 | 57 | 100 Girls Leading | | |
| 02/08/24 | 3 | Passive Program, Patrons who played chess | | |
| 02/14/24 | 6 | | 3 rd floor, Computer Class BPT Library | |
| 2/14/24 | 2 | | Adult Game Night | |
| 2/15/24 | 5 | | 3 rd floor, Computer Class BPT Library | |
| 02/15/24 | 5 | | 3 rd floor, Literacy Volunteers of BPT. | |
| 02/15/24 | 5 | | 3 rd floor, Computer Class BPT Library | |
| 02/21/24 | 4 | | 3 rd floor, Computer Class BPT Library | |
| 02/21/24 | 2 | 3 rd floor, Tech. Meet Up | | |
| 02/22/24 | 4 | | 3 rd floor, Computer Class BPT Library | |
| 02/24/24 | 20 | 1st floor, American Heart Assoc., | | |
| 02/28/24 | 50 | 1st floor, God's Team, | | |
| 02/28/24 | 6 | | 3 rd floor, Computer Class BPT Library | |
| 02/29/24 | 35 | 1st floor, BPT. Community Festival | | |
| 02/29/24 | 5 | | 3 rd floor, Computer Class BPT Library | |
| | | | | |
| Total | 250 | | | |